

Terms and Conditions for Study at Université Paris Dauphine - PSL, London campus 2024-25

1. GENERAL

- 1.1. When you accept an offer of a place to study at Université Paris Dauphine - PSL, London campus (“we”, “us”) during your online registration, you enter into a legally binding contract with Paris Dauphine International, a UK charity (charity number 1168303). These terms and conditions contain the terms of that contract.
- 1.2. Paris Dauphine International is a private limited company by guarantee registered in England and Wales with its registered office address at 46-52 Pentonville Road, London, N1 9HF.
- 1.3. It is important that you read these terms and conditions carefully and understand their content before accepting our offer. You accept and agree to be bound by these terms which include the tuition fees schedule relating to your programme.
- 1.4. Should you have any questions about these terms and conditions, please contact us at dauphinelondon@dauphine.psl.eu.

2. APPLICATIONS AND OFFERS

- 2.1. It is your responsibility to ensure that the information you provide to Université Paris Dauphine - PSL, London campus is true and accurate.
- 2.2. Université Paris Dauphine - PSL, London campus may withdraw or amend its offer to you or terminate your registration at Université Paris Dauphine - PSL, London campus if it is discovered that you have made false statements or omitted significant information in your application to Université Paris Dauphine - PSL, London campus.
- 2.3. An offer made by Université Paris Dauphine - PSL, London campus is for a place on the programme of study, for the academic year / term as stated in the offer letter.
- 2.4. Your place is dependent on you meeting all the conditions of the offer as stated in the offer letter and you registering as a student of Université Paris Dauphine - PSL, London campus.
- 2.5. If you have not fulfilled the conditions of your offer before the date notified to you in your offer or any other date notified to you, you should inform us of this as soon as possible via email to bachelorlondon@dauphine.psl.eu if your place is for the Bachelor's in Economics and Management and to dauphinelondon@dauphine.psl.eu for any other programme. Université Paris Dauphine - PSL, London campus reserves the right to withdraw your offer.
- 2.6. If you are an international student, your offer is conditional on you obtaining any necessary visa from UK Visas and Immigration (UKVI).

Document: Terms and Conditions to Study at Université Paris Dauphine - PSL, London		Version: V7	Authorised by: General Manager
Original issue date: Sep-2019		Latest review: Jun-2024	Owner: Operations Manager
Public use: yes	Staff use: yes	Students use: yes	
Approval by the Academic Board required: no		Next review date: May-2025	
Information to the Board of Directors: yes			

3. OFFER ACCEPTANCE

- 3.1. Your agreement to our terms and conditions (part of our online registration) will be considered as the formal acceptance of your offer from Université Paris Dauphine – PSL, London campus. If you accept the offer, you will enter a contract with Université Paris Dauphine - PSL, London campus. The contract with us will commence immediately.
- 3.2. You have a cooling off period of 14 days in which you may change your mind and cancel your place. Should you decide to cancel your place during this period you must inform us in writing by emailing:
 - bachelorlondon@dauphine.psl.eu if your place is for the Bachelor's in Economics and Management
 - dauphinelondon@dauphine.psl.eu for any other programme.

Any payment of registration or tuition fees will be refunded to you in full.

- 3.3. Following offer acceptance, the payment of the registration fees or provision of evidence granting you fee exemption is required to validate your registration. For some programmes, you may be required to pay a first instalment within a specific period of time to secure your place. Should you fail to do so, please note that we will not be able to guarantee your place.
- 3.4. While 14 days is the legal minimum period within which you can cancel acceptance of your offer, please note that we will, where possible, consider cancellation requests where this period has elapsed.
- 3.5. You will find our Tuition Fees Refund and Compensation terms in our Refund and Compensation policy, [available on our website](#).

4. REGISTRATION AT UNIVERSITÉ PARIS DAUPHINE - PSL, LONDON CAMPUS

- 4.1. You must be registered as a student of Université Paris Dauphine - PSL, London campus before you can commence your programme. Registration occurs ahead of the programme commencement date. The registration dates and procedure will be notified to you no later than one week after receipt of your admission outcome, save unforeseen circumstances. You will be enrolled in your programme provided that you have demonstrated that you have met all the eligibility requirements (including and not limited to the provision of entry qualification certificates, proof of identity, eligibility to study in the United Kingdom and payment of fees as set out in clause 7.5 below).
- 4.2. It is a condition of your enrolment as a student of Université Paris Dauphine - PSL, London campus that you abide by and comply with Université Paris Dauphine - PSL, London campus's regulations, codes of practice and any other policies (the "Université policies") as communicated to you.
- 4.3. You are expected to make travel arrangements to ensure you can attend from the first day of the programme. We ask any late arriving students to provide regular updates on their expected arrival date.

5. CANCELLATION AND CHANGES OF PROGRAMME

5.1. We aim to deliver your programme so that it closely matches the description of the programme as given to you. However, it is important to understand that there are circumstances in which we may subsequently change aspects of your programme.

(a) Our programmes are delivered within a dynamic, academic community. In this context, we might make changes so that our students can learn from the latest academic research. We also value student feedback and provide regular opportunities for our students to comment on the content of their programme. We may therefore adjust your programme in response to this dialogue with current students.

(b) Other circumstances which can lead to changes include:

- Teaching staff changes, which can lead to new modules being offered, or modules being withdrawn.
- changes made in response to new requirements from external professional or statutory bodies.

Once we have made you an offer of a place on a programme, we will only suspend or withdraw that programme in exceptional circumstances. If we have to suspend or withdraw a programme for any reason, we will tell you at the earliest opportunity and make every effort to offer a suitable alternative, in line with our Student Protection Plan.

Our [Student Protection Plan](#) sets out what measures we have in place to protect our students, in the event that a risk to the continuation of their studies should arise.

6. YOUR OBLIGATIONS

6.1. You agree throughout your programme:

- to continue to fulfil the conditions as stated in your offer letter, including providing all necessary documentation to Université Paris Dauphine - PSL, London campus;
- to make yourself aware of and adhere to Université Paris Dauphine - PSL, London campus policies;
- to ensure that Université Paris Dauphine - PSL, London campus has up to date contact details for you and to inform us of any change to this information or circumstances relevant to your studies, visa requirements, and welfare;
- to check your e-mail account regularly for communications from Université Paris Dauphine - PSL, London campus;
- to participate actively in your programme both in person and remotely, where applicable, by preparing for classes, punctually attending all mandatory lectures, seminars, tutorials, workshops and other learning opportunities and completing all assessments on time.
- If you require a visa to study at Université Paris Dauphine - PSL, London campus, it is your responsibility to ensure that you obtain the appropriate visa and that you abide by the conditions of your visa throughout your time at Université Paris Dauphine - PSL, London campus.

7. TUITION FEES AND TERMS OF PAYMENTS

- 7.1. Tuition fees for your programme and information on how to pay can be found on our website, on our registration platform and in your registration pack.
- 7.2. The tuition fees and charges for your programme will not be increased during the academic year.
- 7.3. New students who require Université Paris Dauphine - PSL, London campus to sponsor a visa must complete their registration (including tuition fees payment as per your programme fees schedule), **this must be done before Université Paris Dauphine - PSL, London campus can issue your CAS number.**
- 7.4. Students may benefit from bursaries and scholarships that will reduce the tuition fees payable. Our bursary and scholarship schemes are advertised on our website and bursary application details are part of our registration packs. To be considered, bursary applications need to be comprehensive and submitted on time.
- 7.5. In the event the scholarship/bursary provider has not informed a student of their decision to award them a scholarship/bursary by the time of acceptance of Université Paris Dauphine - PSL, London campus offer, students are required to pay the first fees instalment to secure their place on the programme. Should a student subsequently be awarded a bursary, the relevant amount will be deducted from remaining fees due or refunded as appropriate. Where applicable Crous fellows must provide evidence of the final decision notice of eligibility by December 2024.
- 7.6. You will not be considered as fully registered until at least payment of the registration fee and first tuition fee instalment, as set out in your payment terms, has been made (except if you have received formal confirmation from Université Paris Dauphine - PSL, London campus that you are fully exempted from tuition fees).

Depending on each programme, tuition fee payment may be carried out in one, two or three instalments in accordance with the payment terms indicated in your tuition fees schedule. It is your responsibility to ensure that all tuition fees are paid by the required dates.

- 7.7. Where tuition fees are outstanding after the payment date, Université Paris Dauphine - PSL, London campus will notify you of this and will allow you a period of 14 days to settle the outstanding sum. Where fees remain outstanding Université Paris Dauphine - PSL, London campus may withdraw you from the programme and cancel your registration as a student of Université Paris Dauphine - PSL, London campus.

If any tuition fees and Université Paris Dauphine - PSL, London campus charges are outstanding after you have completed your programme Université Paris Dauphine - PSL, London campus may withhold your assessment results and/or your transcript and/or your degree certificate until you have settled the outstanding sum.

8. REFUND AND COMPENSATION TERMS

- 8.1. If you withdraw from your programme during the first two weeks (14 days) after acceptance of the offer during online registration, you will not be liable for tuition fees and any tuition fees already paid will be refunded.

- 8.2. After this period, please refer to our [Refund and Compensation policy](#), that set out all our tuition fees refund and compensation terms.

9. DISABILITIES AND SPECIFIC LEARNING DIFFICULTIES

- 9.1. Université Paris Dauphine - PSL, London campus provides support for students with disabilities and specific learning difficulties. If you have a disability or specific learning difficulty and have not yet disclosed it to Université Paris Dauphine - PSL, London campus, you are advised to contact your administrative key contact at the earliest opportunity, so that Université Paris Dauphine - PSL, London campus can put any reasonable adjustments in place in good time.

10. INTELLECTUAL PROPERTY

- 10.1. The intellectual property in all learning and teaching materials developed by staff of Université Paris Dauphine - PSL, London campus is owned by Université Paris Dauphine - PSL, London campus. Students are not permitted to copy these materials (other than for their own personal use) nor to distribute them to third parties.
- 10.2. The intellectual property in work created individually by students as part of their programme is owned by the student, subject to a non-exclusive, royalty free licence granted by students to Université Paris Dauphine - PSL, London campus to use such work for administrative purposes, (including but not limited to student evaluation, and preparation for meetings of Examination Boards).

11. DATA PROTECTION

- 11.1. Université Paris Dauphine - PSL, London campus will collect, store and use your personal data in accordance with its [Student and Prospective Student Privacy Notice](#).
- 11.2. Any data will be collected from students only for specified, explicit and legitimate purposes, in line with our Data Protection Policy.

12. NOTICES

- 12.1. Any notice or other information that is required to be given by either Université Paris Dauphine - PSL, London campus or you relating to the contract between Université Paris Dauphine - PSL, London campus and yourself must be in writing and may be given by hand or sent by post or email. Université Paris Dauphine - PSL, London campus may also draw your attention to important information through announcements on Université Paris Dauphine - PSL, London campus's website, Moodle or other online learning platform.
- 12.2. The postal address for notices given by you to Université Paris Dauphine - PSL, London campus is set out in clause 18 of these terms and conditions. Notices by email should be sent to bachelorlondon@dauphine.psl.eu (regarding the Bachelor's in Economics and Management) or to dauphinelondon@dauphine.psl.eu (regarding any other programme).
- 12.3. Notices sent by Université Paris Dauphine - PSL, London campus to you will be sent to your student email address or the last postal address provided by you and any such notices will be deemed to have been properly served. It is your responsibility to keep Université Paris Dauphine - PSL, London campus informed of any change of address and to monitor your Dauphine email address.

GOVERNING LAW, JURISDICTION

- 12.4. The contract between you and Université Paris Dauphine - PSL, London campus shall be governed by and construed in accordance with the laws of England and Wales and the parties agree to submit to the jurisdiction of the courts of England and Wales.

13. IMMIGRATION

- 13.1. Université Paris Dauphine - PSL, London campus holds a Student sponsor licence, there are specific restrictions which may impact the Bachelor's in Economics and Management programme. For further information relating to current visa restrictions and requirements please visit our [Student Visas](#) page.
- 13.2. If you need a Student visa, Université Paris Dauphine - PSL, London campus will send you a draft Certificate of Acceptance for Studies (CAS) soon after your registration is complete. It is your responsibility to check that the details on your CAS, as prepared by Université Paris Dauphine - PSL, London campus, are correct before the application for a CAS is made. Université Paris Dauphine - PSL, London campus accepts no liability for problems caused by incorrect information on the CAS.
- 13.3. It is the student's own responsibility to demonstrate that they have the correct immigration permission. Should students fail to do so, they will not be registered on our programme and will be liable for any personal costs which may have been incurred by the student.
- 13.4. If you require a visa to study with Université Paris Dauphine - PSL, London campus, by agreeing to these terms and conditions, you agree to comply with the conditions of your visa. Note that non-compliance with conditions of your visa could result in termination of your registration with Université Paris Dauphine - PSL, London campus and withdrawal of your Student visa sponsorship.
- 13.5. Where a student is withdrawn from their programme due to visa conditions non-compliance, they will be liable to fees as set out the [Refund and Compensation policy](#).
- 13.6. Université Paris Dauphine - PSL, London campus has a duty to monitor student engagement and report changes in personal information to UKVI. You must:
- notify Université Paris Dauphine - PSL, London campus of any changes relevant to your visa immediately
 - provide documentation or confirm information as requested periodically
- 13.7. Subject to clause 13.3, we will make every effort to provide students with relevant information about Home Office and UK immigration policy.
- 13.8. It should be noted that Université Paris Dauphine - PSL, London campus is under no obligation to sponsor any student

14. SEVERANCE

- 14.1. If any provision of these terms and conditions is held to be void or unenforceable in whole or in part by any court or other competent authority, this contract shall continue to be valid as to the other provisions contained in it and the remainder of the affected provision.

THIRD PARTY RIGHTS

14.2. These terms and conditions do not confer third party benefits for the purposes of the Contracts (Rights of Third Parties) Act 1999.

15. CONCERNS, COMPLAINTS & APPEALS

15.1. Université Paris Dauphine - PSL, London campus encourages students and applicants to provide feedback on Université Paris Dauphine - PSL, London campus services. If you are unhappy about an admission or any Université Paris Dauphine - PSL, London campus decision, we encourage you to request an explanation or feedback, and to try resolving the matter informally. You can make a formal appeal or complaint if efforts to resolve the matter informally are unsuccessful, using our [Appeals and Complaints Policy](#), available on our website or request to dauphinelondon@dauphine.psl.eu.

16. GENERAL QUERIES

The address of Université Paris Dauphine - PSL, London campus is: 46-52 Pentonville Road, London, N1 9HF.

Any general query can be sent to dauphinelondon@dauphine.psl.eu.